



County of Los Angeles
CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

April 22, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**COMMUNITY AND SENIOR SERVICES DEPARTMENT: APPROVAL TO ALLOCATE
FUNDS AND AMEND CONTRACTS TO EXTEND THE
ADULT PROTECTIVE SERVICES (APS) EMERGENCY SHELTER
PROGRAM FOR CALENDER YEAR (CY) 2008
(2, 3, 4 and 5 DISTRICTS) (3-VOTES)**

SUBJECT:

This Board letter requests approval to extend current contracts with ten agencies for the Adult Protective Services Emergency Shelter Program and allocate funds for the extension through December 31, 2008. This represents an 8 month extension beyond the April 30, 2008 contract expiration date. The time extension will allow the Department to complete the solicitation process for a new three year contract. The APS program provides emergency shelter to APS elder and mentally or physically dependent adults who are victims of abuse and neglect

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve funding allocations for the continued provision of the APS Emergency Shelter Program in the amount of \$300,000, which will be used for currently funded service providers as indicated on Attachment I.
2. Delegate authority to the Director of Community and Senior Services (CSS), or designee, to execute contract amendments substantially similar to the enclosed amendment (Attachment II) with the 10 service providers listed on Attachment I in the amounts indicated for the continued provision of the APS Emergency Shelter Program. The amendment will extend the contract term for eight months effective May 1, 2008 through December 31, 2008.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

3. Delegate authority to the Director of CSS, or designee, to execute amendments to increase or decrease original contract amounts based on contractor performance and availability of funding and provided that: (a) the amount of change does not exceed 25 percent of the original contract amount; (b) approvals of County Counsel, the Chief Executive Office (CEO), and Department of Public Social Services (DPSS) are obtained prior to any such amendment; and (c) the Director of CSS confirms in writing to the Board of Supervisors, the CEO, and DPSS within 30 days after execution that such amendments have been executed. This action assures full expenditure of funds and are consistent with the Board's policy requiring review of contractor performance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On April 19, 2005, your Board delegated authority to the Director of CSS to execute contracts effective May 1, 2005 through April 30, 2006, with an option to extend contracts for two additional one year terms subject to contractor performance, availability of funding, and client needs.

Currently, the service providers' contracts for the program will expire on April 30, 2008. A contract extension is needed to have sufficient time to complete the APS Emergency Shelter Program Request for Statement of Qualifications (RFSQ) document to meet the needs of the DPSS and the CSS' Contracts Management Division.

The recommended actions will enable CSS to continue operation of the APS Emergency Shelter Program for CY 2008. This program is a State mandated program as required by the California Welfare and Institutions Code Section 15763. The shelter facilities are located throughout Los Angeles County and are licensed by the State to provide care and supervision of elders and dependent adults.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions support the Countywide Strategic Plan Goal #1 Service Excellence by providing the public with easy access to quality information and services that are both beneficial and responsive.

PERFORMANCE MEASURES

The performance evaluation is aligned with the County's Performance Counts! Initiative. The Department will assess the agencies' performance through its analysis of program reports produced by the APS Planning Unit. The standard of performance measurement for program effectiveness is indicated by clients achieving the following positive outcome:

- Elimination of immediate risk/danger to client while receiving shelter services.

FISCAL IMPACT/FINANCING

The APS Emergency Shelter Program is fully funded by the State Community Services Block Grant Fund, and is provided by the DPSS through intrafund transfer. There is no impact to the County general fund.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 19, 2005, your Board approved APS Emergency Shelter Program funding allocations for the period May 1, 2005 through April 30, 2006, with an option to extend contracts for two additional one year terms, subject to agency performance, availability of funds, and community needs. The current contracts are scheduled to expire April 30, 2008.

CSS will release a Request for Statement of Qualifications (RFSQ) in June 2008 to solicit applicant agencies to provide APS Emergency Shelter services for the three year funding cycle January 1, 2009 through December 31, 2011 pursuant to the State Regulation, Management and Office Procedures Purchase of Services Section 23-621, Contracts Periods. As this program operates through funding from the State, which limits contracts to a three year funding cycle, CSS obtained approval from the California Department of Social Services to extend contracts with the current providers for an additional eight month period effective, May 1, 2008 through December 31, 2008. All agencies recommended for funding with this action have been performing at or above contractual requirements.

There is a Memorandum of Understanding (MOU) between CSS and DPSS to provide APS Emergency Shelter Services to APS clients. Subject to availability of funding and CSS acceptable level of performance as evidenced in DPSS' monitoring under this MOU, the MOU is renewed each year. There is no impact on County general funds.

The CEO and DPSS have reviewed and concur with the recommended actions. County Counsel has reviewed and approved the amendment as to form.

CONTRACTING PROCESS

All agencies being recommended for funding were successful in the Invitations to Bid process conducted by CSS in November 2004. A total of twenty-two agencies were initially funded for the initial one year contract which included an option to extend contracts for two additional one year terms. Of the twenty-two agencies, ten have opted to extend their contracts for the additional eight month term. Over the term of the three year contract funding cycle, twelve agencies did not opt to renew their contracts due to low referrals to their agencies or their inability to accommodate the specialized needs of the APS clients. The ten agencies listed in Attachment I have performed at or above the contractual requirements and are being recommended for continued funding with this action.

MONITORING REQUIREMENT

Service providers will be monitored annually for programmatic and fiscal contract compliance through the CSS Centralized Compliance Unit.

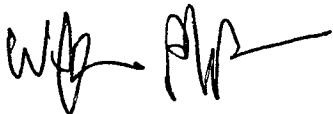
IMPACT ON CURRENT SERVICES

Continuation of the APS Emergency Shelter Program will allow agencies to continue providing APS Emergency Shelter Program Services to APS elder and mentally or physically dependent adults who are victims of abuse and neglect.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board letter to Ms. Carol Domingo, CSS, 3175 West Sixth Street, Room 403, and Los Angeles, CA 90020. Ms. Domingo may be reached at (213) 215-2564.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHR:MS
GP:RG:cvb

Attachments 2

c: Raymond G. Fortner, Jr., County Counsel
J. Tyler McCauley, Auditor-Controller
Philip Browning, DPSS